



COTS ENTERPRISE ARCHITECTURE WORKGROUP

MINUTES

July 11, 2002

DIT Executive Conference Room

10:00 AM

ATTENDANCE

Members:

David Molchany (Co-Chair), Fairfax County (by phone); Bethann Canada, DOE; William Flaherty, Hanover County Public Schools; and Bill Mize, DIT.

Members Absent:

Murali Rao (Co-chair), VDOT; James Jokl, UVa; Tim Bass, VRS; Bob Pontius, VEC; Jerry Simonoff, DTP; and Harry Sutton, DSS.

Guests and Staff:

Guests

None

Representatives

None

Staff

Paul Lubic, DTP; Diane Wresinski; and Eric Perkins, DTP.

WELCOME AND OPENING REMARKS:

There being a quorum present, Co-chairman David Molchany (Fairfax) welcomed the Workgroup members. He advised that there would be an Enterprise Architecture (EA) session at COVITS and suggested NASCIO be invited to speak, inasmuch as Fairfax County employs their EA model, and smaller government entities can cost effectively adopt the NASCIO template. He also mentioned that the cities of Lynchburg and Hampton would present their approaches to EA at COVITS.

Molchany informed the Workgroup that Fairfax County was recently recognized as an international best practice example in the “Balanced e-Government” study conducted by the prestigious Bertelsmann Foundation of Germany.

APPROVAL OF MINUTES:

The minutes of the June 6, 2002 were approved, as submitted.

UPDATE on STATUS of COTS Executive Committee Meeting on 7/8/02:

Paul Lubic (DTP) advised that Jerry Simonoff, DTP Director and COTS member, recommended that the DTP EA staff draft revisions to update the Common Requirements Vision and bring their “first-cut” back to COTS EA Workgroup for review.

Since the higher education (HE) community was exempted from the statewide IT strategic planning effort, contingent upon identifying efficiencies and cost savings on their own, Lubic informed the Workgroup that Chip German (UVa) offered to coordinate the HE effort. Molchany recommended that both the Library of Virginia and the state museums should be included in the HE effort.

Lubic conveyed to the Workgroup that both Simonoff and the Secretary of Technology discussed the recently conducted statewide IT survey and mentioned, in particular, the detailed and thorough information being obtained.

DISCUSSION and PLANNING for COMMON REQUIREMENTS VISION (CRV) REVIEW and UPDATE:

Diane Wresinski outlined the following approach to modify and update the CRV:

1. Simplify and shorten main document
 - a. Place detail in appendix

- b. Less elaboration

- c. Use Metagroup's new template intros when they provide a clearer, shorter explanation

- 2. Add history to front and note CRV-V1 name and location

- 3. Revise Contents using DTP staff

- a. Technology trends

- i. Rewrite (simplify and combine)

- ii. Add Metagroup's new trends and best practices as appropriate

- iii. Present to a small group of DTP staff for discussion, modification and ranking (3-4 people)

- iv. Shorten list to the most significant

- b. Enterprise business strategies

- i. Consider current directions and interests of Governor, Secretary, JCOTS

- ii. Consider patterns from agency strategic plans

- iii. Consider administrative, across-agency needs

- iv. Present suggestions to a small group of DTP staff for discussion, modification and ranking (3-4 people)

- v. Shorten list to the most important but keep comprehensive

- c. Greatly simplify business information requirements (make more general)

- d. Revise and present revised requirements for technical architecture to DTP group for approval.

- 4. Use appendices for detail on trends, business strategies, information requirements, and technical architecture requirements

5. Add Glossary (use/modify Metagroup's)
 - a. Create central EA glossary with domain document terms and add CRV terms
 - b. Have separate CRV glossary in document
6. Consider how next steps are presented. Make clear that they reflect a point in time or update as steps are completed. Make clear how long until a new full revision is prepared if updating.
7. Present resulting document for approval to EA Workgroup for revisions/ recommendation to COTS

Discussion

The Workgroup approved the above approach. They further suggested that similar/like technology trends be consolidated and that the following new technology trends be added: Wireless, Web Services, Data Warehousing, Bandwidth Management & Packet-shaping, Security, Smart Card, Interactive Cable TV, CRM System, Online Learning/Distance Education, Platform Hosting, Various storage technologies (i.e., Network Attached Storage), Product Support, and Management Accountability (Costs & Strategy).

Action Item: Wresinski will draft a revision to update the CRV, as outlined above.

OTHER ISSUES:

Attendance – Bethann Canada expressed that attendance at COTS EA Workgroup meetings needs to be increased. During general discussion, ideas to boost attendance were suggested, e.g., publicizing EA through a booth at COVITS, inviting new COTS members to join, and holding a panel session on EA at COVITS.

CAT 6 Standards – Wresinski recommended that the Network Standards, NET2001-01.1, be updated to reflect the recent publication of category 6 Cabling Standard by the ANSI/EIA (American National Standards Institute/Electronic Industries Association) for super-fast broadband applications.

Action Item: Wreinski will contact the previous Network Standards domain team and review with them proposed changes.

AJOURNMENT

Molchany adjourned the meeting at 11:30 AM

Meeting Schedule:

The next workgroup meeting will be August 8, 2002, at 1:30 PM, in the DIT Executive Conference Room.

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